



North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street • Raleigh, North Carolina 27603

Courier # 56-20-25

MSC# 2408 Raleigh, North Carolina 27699-2408

Michael F. Easley, Governor
Director

Carmen Hooker Odom, Secretary

Pheon E. Beal,

(919) 733-3055

November 8, 2002

MEMORANDUM:

County Directors of Social Services
Adoption Plus (BIABH)
Another Choice for Black Children, Inc.
Bethany Christian Services, Inc.
Catholic Social Services of the Diocese of Charlotte
Children's Home Society, Inc.
Christian Adoption Services
Family Services, Inc.
Methodist Home for Children
New Life Christian Adoption
Yahweh Center
Other Private Agencies that are interested in
Participating in the Fund

SUBJECT:

SPECIAL CHILDREN ADOPTION FUND

We are extremely pleased to report that the General Assembly has continued the Special Children's Adoption Fund. The total amount of the Fund for this fiscal year is \$3.1 million. Of this amount 20% has been specifically reserved for payments to participating private adoption agencies until March 31, 2003. If the reserved funds are not spent on or before March 31, 2003, the public agencies will be able to benefit from the money. During fiscal year 2001-2002 we provided funding to 29 county DSS agencies and 6 private agencies. We hope that the number of agencies that participate will increase this fiscal year.

The Special Children Adoption Fund Committee has agreed to keep the same guidelines that were in place last year. They are:

- Payment level of \$9,000 per child for children from 0-12 years;
- Payment level of \$10,000 per child for children from 13-18 years;
- Payment level of \$10,000 per child for sibling groups of three or more who are placed together in an adoptive family.

These amounts were put in place last year in an effort to increase the placement of older children and sibling groups. This continues to be a need and we want to provide this additional support to agencies that make special efforts to place these children. As in previous years, payment from the Fund will be shared between agencies that work together on behalf of a child. Payments can only be made on behalf of children who have been determined eligible for cash payments. Payments from the Fund cannot be made on behalf of children who meet the “potential” category of cash assistance.

The baseline for participation will remain the same as last year. Each participating agency’s baseline is based on the average, annual number of children who exited the foster care system by a Decree of Adoption during the last three state fiscal years. For those private agencies under contract with the state to provide special needs adoption services, their baselines are set at the point that they exhaust the funding for services enumerated in those contracts. These agencies are Another Choice for Black Children, Bringing It All Back Home’s Adoption Plus, The Children’s Home Society, and Methodist Home for Children. For all other private agencies participating in the Fund, the baseline will be an average of the number of special needs placements for the last three years.

We are attaching baseline data for every county DSS and participating private adoption agencies. Please review the data carefully and contact us if you believe that the information contains inaccuracies. We will change the number if you can prove that the information is incorrect. The information for the baseline for county DSS agencies comes from the automated Adoption Information and Management System (AIMS) which contains the exact date of the Decree of Adoption. Information for the baseline for the participating private agencies that do not have other contracts with us comes from the average number of Decrees of Adoption for special needs children who whom funds were received during the last three years.

In order to receive a payment from the Special Children Adoption Fund, participating public or private agencies must provide the Division with the following information:

- First: Submit the name and 5095 SIS number for adoption assistance of each eligible special needs child for whom a Decree of Adoption has been entered since July 1, 2002. This will enable us to identify the point at which the baseline is exceeded. **Do not submit this information until you have exceeded your baseline and become eligible for a payment.**
- Second: Complete the revised DSS-1571 Part IV (attached) to request a payment on behalf of those children for whom the Decree of Adoption enables you to exceed your baseline. Provide all of the information that is requested, including race, age, gender, 5095 identification number, agency partner sharing in placement, race of adoptive parent, amount of reimbursement and special needs of the child. **For the special needs section, please do not use code numbers. It is important to write out the special needs, i.e. sibling group, teenager, etc.**

Third: Fax or send the completed information as soon as possible. You may send as many completed DSS-1571 Part IV as needed. Do not include on the DSS-1571 the children for whom payment has already been received. Each request is for a new child or groups of children. **In order to satisfy the requirements of our controller's office, we will not accept any requests after June 13, 2003.**

Please remember that the Special Children Adoption Fund operates on a "first come, first served" basis until depleted. Therefore, it is most important that participating agencies submit requests for payments as soon as possible after the Decree of adoption has taken place and **the adoption assistance information has been entered into the Child Placement and Payment System (DSS-5095).** **If the child's number does not show up in the system the child's name will be eliminated from your payment request.** **We will also eliminate reimbursement requests that do not have a signature on the 1571 Part IV.**

The funds must be used to enhance your adoption program. This is a requirement from the General Assembly. To assure that this is being done, all agencies that received a payment for SFY 01-02 must submit the following information with your first request:

- The total amount of money that was received; and
- A verification and description of how the money was used, or will be used in its entirety before the end of SFY 02-03. **The description includes information on the use of the money to enhance adoption.**

In recognition of legislative intent for the Fund to have a significant impact on the state's adoption program, payments from the Fund cannot be made until this information is received. The Division will contact you if there are questions about the information. We encourage you to keep clear and accurate records of the use of the funds for auditing purposes, if requested. **It is not necessary to submit this information if you do not exceed your baseline.**

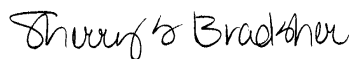
We continue to receive questions on how to use the money received from this Fund. Allowable uses include the direct provision or purchase by contract of services included in the definitions of Adoption Services (010), Adoption Recruitment (011), Adoption Case Management (012), Child-Specific Recruitment, Assessment and Training of Adoptive Parents (013), and Post Adoption Case Management (016). We encourage you to use these funds for Legal or Court-related Services to Expedite the Adoption Process, for Post-Adoption Services and for Child-Specific Recruitment efforts. This would include the funding for contracts with out-of-state agencies that are willing to provide a family for your child.

If you have questions regarding the Special Children Adoption Fund, please contact Esther High, Special Needs Adoption Coordinator, at (919) 733-4622, fax (919) 715-6714. Requests for payment, including all of the required documentation described in this letter, should be sent to Esther at the following address:

N. C. Division of Social Services
Children's Services Section, Policy & Initiative Team
2408 Mail Service Center
Raleigh, NC 27699-2408

The number of children who left foster care during SFY 01-02 as a result of a Decree of Adoption was 1385 which exceeded the state record of 1379 that was set in SFY 00-01. We are most impressed with this continuous showing of strong efforts in adoption for this state. We believe that the Special Children Adoption Fund is an important part of our success. We sincerely appreciate all of your efforts to provide legally secure, safe and nurturing homes for children.

Sincerely,



Sherry S. Bradsher
Deputy Director

cc: Pheon Beal
Paul LeSieur
Children's Services Team Leaders
Children's Services Program Representatives

Attachments 2

**ATTACHMENT 1 BASELINE FOR PARTICIPATION IN THE SPECIAL CHILDREN ADOPTION
FUND FOR SFY 02-03**

	Number of Adoptions--	SFY99/00	SFY00/01	SFY01/02	BASELINE
ALAMANCE		36	35	17	29
ALEXANDER		0	3	1	1
ALLEGHANY		2	2	1	2
ANSON		12	5	8	8
ASHE		2	0	0	1
AVERY		0	0	2	1
BEAUFORT		10	12	6	9
BERTIE		3	0	4	2
BLADEN		5	1	1	2
BRUNSWICK		16	14	18	16
BUNCOMBE		28	27	35	30
BURKE		13	7	17	12
CABARRUS		12	24	7	14
CALDWELL		19	19	19	19
CAMDEN		0	0	0	0
CARTERET		9	5	7	7
CASWELL		4	3	2	3
CATAWBA		24	40	65	43
CHATHAM		3	12	5	7
CHEROKEE		0	2	3	2
CHOWAN		0	1	1	1
CLAY		1	0	1	1
CLEVELAND		25	15	10	17
COLUMBUS		3	7	7	6
CRAVEN		4	12	14	10
CUMBERLAND		25	33	87	48
CURRITUCK		4	1	4	3
DARE		5	7	6	6
DAVIDSON		18	30	45	31
DAVIE		10	10	8	9
DUPLIN		0	5	0	2
DURHAM		37	30	34	34
EDGECOMBE		17	19	24	20
FORSYTH		36	66	58	53
FRANKLIN		10	13	10	11
GASTON		22	11	21	18
GATES		0	0	0	0
GRAHAM		0	0	0	0
GRANVILLE		6	4	4	5
GREENE		2	0	0	1
GUILFORD		81	167	126	125
HALIFAX		2	18	5	8
HARNETT		14	12	9	12
HAYWOOD		3	7	19	10
HENDERSON		4	14	6	8
HERTFORD		1	0	1	1
HOKE		3	4	6	4

HYDE	0	0	0	0
IREDELL	11	7	18	12
JACKSON	1	2	1	1
JOHNSTON	34	36	14	28
JONES	3	2	1	2
LEE	9	2	10	7
LENOIR	8	6	7	7
LINCOLN	5	9	6	7
MACON	1	2	2	2
MADISON	4	6	2	4
MARTIN	1	4	0	2
MCDOWELL	1	11	5	6
MECKLENBURG	44	112	122	93
MITCHELL	0	0	0	0
MONTGOMERY	5	0	5	3
MOORE	8	25	10	14
NASH	22	19	12	18
NEW HANOVER	27	41	24	31
NORTHAMPTON	1	2	0	1
ONslow	9	21	8	13
ORANGE	16	22	9	16
PAMLICO	1	1	0	1
PASQUOTANK	3	4	6	4
PENDER	7	2	4	4
PERQUIMANS	1	1	0	1
PERSON	4	4	5	4
PITT	19	24	18	20
POLK	1	4	3	3
RANDOLPH	9	16	21	15
RICHMOND	18	12	10	13
ROBESON	16	30	32	26
ROCKINGHAM	15	3	8	9
ROWAN	26	26	33	28
RUTHERFORD	13	13	16	14
SAMPSON	3	6	9	6
SCOTLAND	7	4	9	7
STANLEY	3	6	3	4
STOKES	9	3	5	6
SURRY	16	13	14	14
SWAIN	0	4	0	1
TRANSYLVANIA	7	9	9	8
TYRRELL	0	0	0	0
UNION	10	17	13	13
VANCE	9	15	7	10
WAKE	98	116	89	101
WARREN	2	4	7	4
WASHINGTON	6	1	1	3
WATAUGA	5	3	4	4
WAYNE	22	22	24	23
WILKES	17	15	13	15
WILSON	16	13	23	17
YADKIN	7	9	10	9
YANCEY	5	3	6	5
BETHANY CHRISTIAN	1	5	0	2
CATHOLIC SERVICES	3	4	0	2

FAMILY SERVICES	0	3	3	2
CHRISTIAN ADOPTION	7	6	0	4
NEW LIFE	0	0	0	0
YAHWEH			1	1
ADOPTION			0	0
OPTIONS				

ATTACHMENT 2

**SPECIAL CHILDREN ADOPTION
FUND**

COUNTY/PRIVATE AGENCIES

	CHILD'S NAME/RACE/AGE (DO NOT USE CODE FOR RACE)	5095 SIS ID#	SHARED WITH ANOTHER COUNTY OR AGENCY (GIVE NAME)	DATE OF DECREE	AMOUNT REQUESTED	INDICATE SPECIAL NEEDS OF CHILD (DO NOT USE CODE FOR SPECIAL NEED)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

CERTIFICATION: I certify that the above services were provided with our approved contract and have been documented as required by grantor policy.

Signature of Authorized Official Date
DSS-1571 PART IV-REVISED (Rev. 10-02)

Prepared by Telephone Number